

## **Historic, Archive Document**

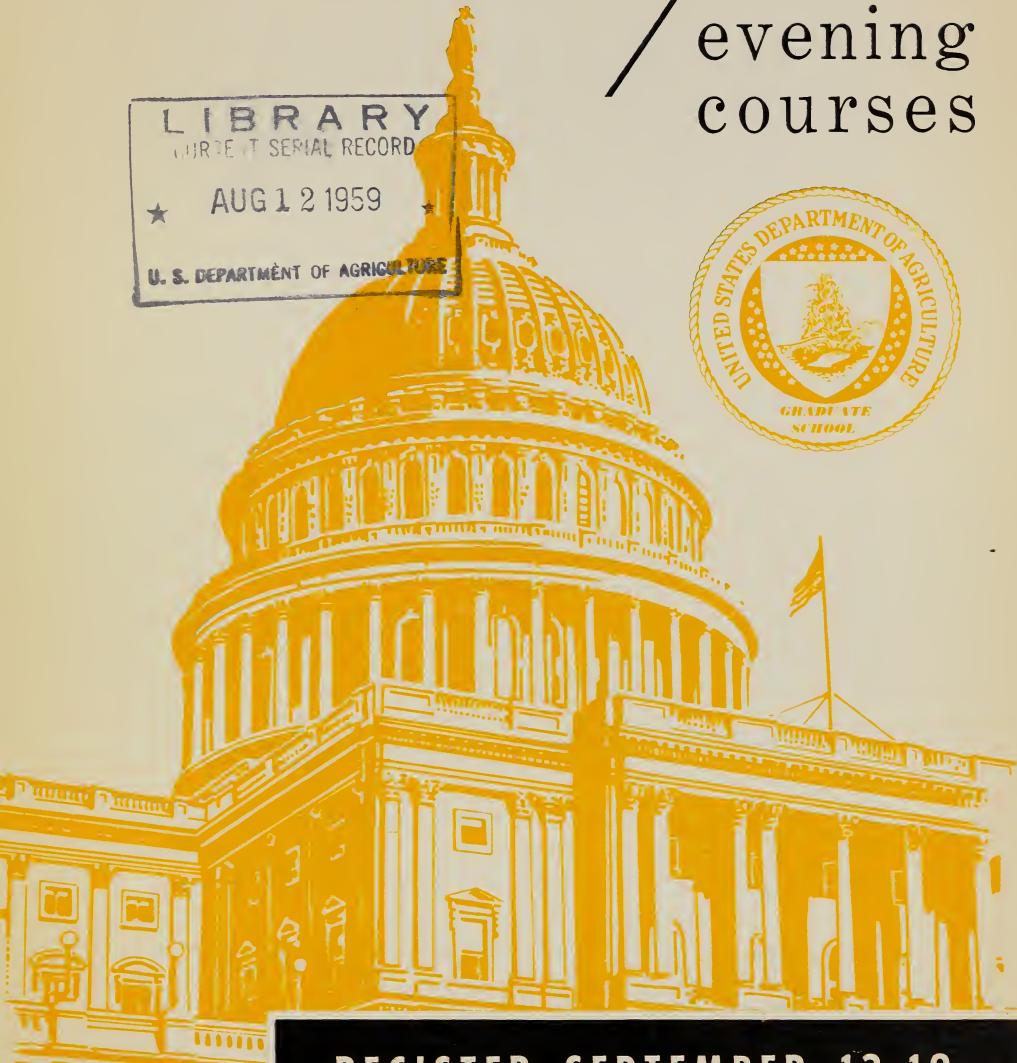
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fall semester 1959

evening  
courses



REGISTER SEPTEMBER 12-19

- Courses for High School and College Graduates
- Training for Federal Employees

**GRADUATE SCHOOL • U. S. DEPARTMENT OF AGRICULTURE**

Independence Avenue, between 12th and 14th Streets, Southwest, Washington 25, D. C.

# REGISTER SEPTEMBER 12-19

## GENERAL INFORMATION

**Registration Week:** September 12-19, in the Patio (first floor) of the Administration Building, U. S. Department of Agriculture, 14th Street and Independence Avenue, S.W., Washington 25, D. C.

Saturdays 9-4 p.m.

Monday-Friday 11-6:30 p.m.

**Procedures:** Registration must be completed in person, or by someone acting for the registrant. Registration may not be completed by mail. Transcripts of previous educational records are not required, but graduation from high school, or the equivalent, is the general prerequisite for all courses. In addition, the more advanced courses have specific prerequisites. These are listed in the course descriptions contained in the catalog. Copies of the catalog are available in the personnel and training offices of agencies of the Federal Government and in the Graduate School office. Copies can also be obtained at the time of registration.

**Counseling:** Members of the Graduate School staff are on hand for counseling, before and during the registration period.

**Fees:** The charge for tuition is in general \$12 for each credit hour, payable at the time of registration. Arrangements may be made to pay one half of the tuition at that time, in addition to a \$1.00 service charge. The second payment is due by October 16.

**Late Registration:** After September 19, a \$2.00 late registration fee is charged for each course. Late registrations will be accepted through October 2.

**Course Transfers:** Until October 2, students may transfer from one course to another without extra charge. After that date, there is a transfer fee of \$1.00, and transfers may be made only with the permission of the instructor concerned.

**Federal Income Tax Deductions:** According to the Internal Revenue Service regulation of April 5, 1958, expenses for education are deductible if undertaken for the purpose of "maintaining or improving skills by the taxpayer in his employment."

**Class Schedule:** Classes begin the week of Monday, September 21, and end the week of Monday, January 18.

**National Institutes of Health Program:** Registration for classes to be held at National Institutes of Health, Bethesda, Maryland, can be completed at the Department of Agriculture during the week of September 12-19, or at the National Institutes of Health, Clinical Center, during the special registration week, September 21-26. Classes at NIH begin on Monday, September 28. A separate announcement of the NIH program is available at the Graduate School office, or in Room 2B52, Clinical Center, NIH, OLiver 6-4000, Extension 2427.

**Veterans:** Veterans who are applying for entrance to the Graduate School for the first time under Public Law 550 or 634 are advised to consult with the Registrar well in advance of registration week. This may assure that their certificates of eligibility from the Veterans Administration will be granted in time for the semester.

**Textbooks:** Textbooks can be purchased at the Graduate School Bookstore, Room 1023, South Building, at the following times:

Registration Week, September 12-19

September 28-October 16

Saturdays, 9-4 p.m.

Monday-Friday 4:30-6:15 p.m.

Monday-Friday 1-6:30 p.m.

Beginning October 19

First Week of classes, September 21-25

Monday-Friday 4:30-5:30 p.m.

Monday-Friday 1-6:30 p.m.

**Withdrawals and Refunds:** When a student withdraws from a course, a refund is granted in accordance with the following schedule:

Through October 2, tuition less \$5.00 for each course

October 5-16, 60 per cent of the tuition

October 19-30, 50 per cent of the tuition

Notice of withdrawal must be made in writing to the Graduate School office. Forms are available for that purpose. Refunds are computed as of the date that notice of withdrawal is received in the Graduate School office. No refunds will be granted for any reason after October 30.

**Credit-Audit Changes:** The deadline is October 30.

**Parking Space—Cafeteria:** Space for parking is available for students and faculty after 5:45 p.m. in three parking courts on the east and south sides of the Administration Building. The entrance to one court is on 12th Street, and to the other two on Independence Avenue. There is also space on the Mall, north of the Administration Building.

The cafeteria, in the fourth wing of the South Building, is open from 5:00 to 6:30 p.m. Students should request cafeteria passes when they register if they plan to use the cafeteria before 5:30 p.m.

**Business Office Hours:** The Graduate School office, Room 1031, South Agriculture Building, 14th Street and Independence Avenue, S.W., Washington 25, D. C. is open from 9:00 a.m. to 6:15 p.m., Monday through Friday. Telephone—REpublic 7-4142, Extension 6337.

## SCHEDULE OF CLASSES

Registration September 12-19

Classes begin September 21

No. Course title (Cr.) Instructor Day Time Fee Catalog page

### BIOLOGICAL SCIENCES

1-90. Basic Principles of Laboratory Animal Care (non-credit) Hill (Coordinator) Th 6:10-8:40 \$36 p. 15  
1-95. Plant Science for Gardeners (non-credit) Cowan Th 6:10-8 and several Saturdays \$24 p. 16  
1-126. Disease Classification and Medical Terminology (2) Bollo Th 6:10-8 \$24 p. 16  
1-600. Endocrinology (2) Bitman Tu 4:45-6:35 \$24 p. 17 (Meets at Agricultural Research Center, Beltsville, Maryland)  
1-606. Advances in Animal Breeding and Genetics (2) Terrill and Warwick W 4:45-6:35 \$24 p. 17 (Meets at Agricultural Research Center, Beltsville, Maryland)  
1-699. Workshop in Nature Study Teaching Techniques (3) Gebler W 6:10-8:40 and four field trips to be arranged \$36 and \$5 for supplies p. 17

*The following courses in the Biological Sciences meet at the National Institutes of Health, Bethesda, Maryland*

1-250A. Introductory and General Bacteriology (First Half) (2) McCullough M 7:30-9:30 \$24 p. 107  
1-628A. Advanced Bacteriology—Bacterial Metabolism (First Half) (2) Ellinghausen Th 7-9 \$24 p. 107  
1-275. Introductory Virology (2) Rowe W 7-9 \$24 p. 108  
1-349. General Mycology (2) Lentz M 6-8 \$24 p. 108  
1-422. Human Physiology (2) Kopin Th 7-9 \$24 p. 108  
1-345. Biochemical Genetics (1) Ames M 6-7 \$12 p. 108  
1-455A. General Phenomena in Modern Cellular Physiology (First Half) (2) Laki and Taylor Th 7:30-9:20 \$24 p. 109  
1-505. General Pathology (2) Swarm M 7-9 \$24 p. 109  
1-305. History of Medicine and Medical Research (2) Leikind Th 7-9 \$24 p. 109

### LANGUAGES AND LITERATURE

#### English—Grammar and Writing

2-25. Increasing Your Learning Efficiency (non-credit) Weigand W 6:10-8 \$24 p. 20  
2-95. Improving Reading Ability (non-credit) Instructor to be announced Tu-Th 6:10-8 \$36 and \$15 laboratory fee p. 21 (course will meet for 12 weeks)  
2-112. Practical English Usage (2) \$24 p. 21  
Section I Mangold Tu 6:10-8  
Section II Pritzker F 6:10-8  
2-119. Vocabulary Building (2) Struhs W 6:10-8 \$24 p. 21  
2-222A. English Composition (First Half) (3) Mangold Th 6:10-8:40 \$36 p. 21  
2-223. Descriptive English Grammar (3) Harman Tu 6:10-8:40 \$36 p. 21  
2-226. Official Writing (2) Schaal Tu 6:10-8 \$24 p. 22  
2-235. Fiction Writing (2) Arnold M 6:10-8 \$24 p. 22  
2-280. Feature Writing (2) Sours W 6:10-8 \$24 p. 23  
2-450. Technical Writing (2) Gilstrap and Fried M 6:30-8:20 \$24 p. 23  
4-330. Government Letter Writing (2) Boyd Th 6:10-8 \$24 p. 50

#### Literature

2-330A. Great Books (First Half)—Reading List B (2) Ruppert Tu 6:10-8 \$24 p. 23

#### Information Methods

2-220. Indexing (2) Kozak Tu 6:10-8 \$24 p. 24  
2-225. Principles of Editing and Their Application (3) George and Erhardt M-W 6:30-7:45 \$36 p. 24  
2-412. Editing Technical Manuscripts (2) Nolan M 6:10-8 \$24 p. 25  
2-415. Preparing Manuscripts for a Mass Audience (2) Feldman Th 6:10-8 \$24 p. 25  
2-430. Problems in Editing—Seminar (3) Perlmutter W 6:10-8:40 \$36 p. 26  
2-420. Communications Review for Executives (2) McClarren (Coordinator), Webster, McCormick, Krogh, and Renaud W 6:10-8 \$24 p. 26

#### Library Techniques

2-137. Basic Reference Service and Reference Tools (2) Fulcher Tu 6:10-8 \$24 p. 27  
2-138. Introduction to Bibliographic Science (2) Popecki Th 7:10-9 \$24 p. 27  
2-150. Information Practice in Science and Technology (2) Sherrod Tu 6:10-8 \$24 p. 28

#### Speech

2-228. Public Speaking for Beginners (2) Miller W 6:10-8 \$24 p. 28  
2-229. Advanced Public Speaking (2) Nelson M 6:10-8 \$24 p. 28  
2-232. Voice and Remedial Speech (2) Chambers W 6:10-8 \$24 p. 28

*(Schedule of Classes continued inside)*

# SCHEDULE OF CLASSES—CLASSES BEGIN SEPTEMBER 21

No.	Course title (Cr.)	Instructor	Day	Time	Fee	Catalog page
	Foreign Languages					
French						
2-59.	Contemporary French Literature and Theatre (non-credit)	Viran	M	6:10-8	\$24	
	p. 29					
2-68.	Reading French—Grammar Review and Vocabulary Building (non-credit)	Viran	W	6:10-8	\$24	p. 29
2-87.	French for Travelers (non-credit)	Bargin	M	6:10-8	\$30	p. 29
2-253A.	Elementary French (First Half) (3)	Bargin	Tu	6:30-9:10	\$30	p. 29
2-253B.	Elementary French (Second Half) (3)	Bargin	F	6:30-9:10	\$30	p. 29
2-254A.	Intermediate French (First Half) (3)	Bargin	Th	6:10-8:40	\$30	p. 30
2-255.	French Conversation (2)	Viran	Tu	6:10-8	\$30	p. 31
German						
2-66A.	Reading Scientific German (First Half) (non-credit)	Lederer	Tu	6:10-8:40	\$36	p. 30
2-66B.	Reading Scientific German (Second Half) (non-credit)	Lederer	W	6:10-8:40	\$36	p. 30
2-88.	German for Travelers (non-credit)	von Bittelheim	M	6:10-8	\$30	p. 30
2-259A.	Elementary German (First Half) (3)	Lederer	Tu	6:10-8:40	\$36	p. 30
2-260A.	Intermediate German (First Half) (3)	Lederer	M	6:10-8:40	\$36	p. 30
Italian						
2-270A.	Elementary Italian (First Half) (3)	Bauer	W	6:10-8:40	\$36	p. 31
Russian						
2-295A.	Elementary Russian (First Half) (4)	Tarrikus	Th	6:10-8	\$48	p. 31
2-295B.	Elementary Russian (Second Half) (3)	Sokarov	W	6:10-8:40	\$36	p. 31
2-296A.	Intermediate Russian (First Half) (3)	Sokarov	Th	6:10-8:40	\$36	p. 31
2-299A.	Advanced Russian (First Half) (3)	Sokarov	Tu	6:10-8:40	\$36	p. 32
Spanish						
2-78.	Reading Scientific Spanish (non-credit)	Ciero	Th	6:10-8	\$24	p. 32
2-83.	Basic Conversational Spanish (non-credit)	Poore	M	6:10-8	\$30	p. 32
2-84.	Conversational Spanish (non-credit)	Poore	Tu	6:10-8	\$30	p. 32
2-300A.	Elementary Spanish (First Half) (3)	Jaffe	W	6:10-8:40	\$36	p. 32
2-301A.	Intermediate Spanish (First Half) (3)	Ornstein	W	6:10-8:40	\$36	p. 32
2-302A.	Spanish Composition and Conversation (First Half) (2)	Supervis	W	6:10-8	\$30	p. 32

## MATHEMATICS AND STATISTICS

3-1.	Review of College Freshman Mathematics (non-credit)	Huddleston	W	6:10-8:40	\$36	p. 37
3-6.	Preparatory Mathematics for Introductory Statistics (one-credit)	Suler	M	6:10-8	\$24	p. 37
3-102.	College Algebra (4)	Gabel	M-Th	6:30-8:20	\$48	p. 38
3-103.	Trigonometry and Analytic Geometry (4)	Stearns	M-F	6:10-8	\$48	p. 38
	(Students may register for either half. Those registering for the second half only should consult the Graduate School Office for the opening date, just before the end of the first eight weeks.)					
3-206A.	Calculus (First Half) (4)	Kurner	Tu-Th	6:10-8	\$48	p. 38
3-502A.	Differential Equations (First Half) (2)	Malkin	Th	6:10-8	\$24	p. 38
3-508.	Theory of Errors (2)	Stearns	W	6:10-8	\$24	p. 39
3-509A.	Mathematics for Economists (First Half) (3)	Rojko	W	6:10-8:40	\$36	p. 39
3-540.	Inventory Management Theory (3)	Jordy	Th	6:10-8:40	\$36	p. 39
3-552.	Introduction to Linear Programming (3)	Gaas	M	6:10-8:40	\$36	p. 40
3-553.	Introduction to Operations Research (3)	Saaty	W	6:10-8:40	\$36	p. 40
3-701.	Introduction to Modern Finite Mathematics (3)	Chammon	Tu	6:10-8:40	\$36	p. 40
3-703.	Queuing Theory (2)	Saaty	M	6:10-8	\$24	p. 41
Statistics						
3-126A.	Introductory Statistics (First Half) (2)	\$24	p. 41			
	Section I West	Tu	6:10-8			
	Section II West	Th	6:10-8			
3-126B.	Introductory Statistics (Second Half) (2)	Rauhrehwaber	Th	6:10-8	\$24	p. 41
3-135.	Elements of Statistical Drafting (2)	Goldby	Th	6:10-8	\$24	and \$2 Inventory fee
	p. 41					
3-318.	Machine Tabulation I (2)	Kaufman	M	6:30-8:20	\$24	p. 41
3-319.	Machine Tabulation II (2)	Kaufman	Tu	6:30-8:20	\$24	p. 41
3-320.	Introduction to Airplane Sampling (2)	Housmann and Bartlett	Tu	6:10-8	\$24	p. 42
3-380A.	Principles of Statistical Analysis (First Half) (3)	Stauber	Tu-Th	6:10-7:30	\$36	p. 42
3-385A.	Elements of Statistical Methods (First Half) (2)	Harvey	Th	6:45-8:35	\$24	p. 42
	(Meets at Agricultural Research Center, Beltsville, Maryland)					
3-400B.	Introduction to Mathematical Statistics (Second Half) (3)	Lester	Tu	6:10-8:40	\$36	p. 42
3-405A.	Introduction to Experimental Statistics (First Half) (2)	Hendricks	Th	6:10-8	\$24	p. 42
3-564.	Scientific and Business Data Processing on Electronic Computers—UNIVAC 1103A and 1105 (First Half) (3)	Instructor to be announced	W	6:10-8:10	\$36	p. 43
3-565B.	Data Processing on Electronic Computers—UNIVAC II (Second Half) (2)	Shimkus	Tu	6:10-8	\$24	p. 43
3-566A.	Data Processing on Electronic Computers—UNIVAC II (First Half) (2)	Shimkus	Th	6:10-8	\$24	p. 44
3-567A.	Data Processing on Medium-Sized Electronic Computers—IBM 650 (First Half) (2)	New	W	6:10-8	\$24	p. 44
3-567B.	Data Processing on Medium-Sized Electronic Computers—IBM 650 (Second Half) (2)	New	Th	6:10-8	\$24	p. 44
3-760A.	Programming Techniques for a General Purpose Electronic Digital Computer (First Half) (3)	Orchard-Hays	M	6:10-8:40	\$36	p. 44
3-736.	Non-Sampling Errors in Statistical Surveys (2)	Unruh, Burwitz, and Associates	Tu	6:10-8	\$24	p. 45
3-825.	Organization of Statistical Services within the Federal Government (non-credit)	Ryan	p. 45	September 30, October 14, October 28, and November 18.		
	Registration is required, but no fees are charged.)					
	The following courses in Mathematics and Statistics meet at the National Institutes of Health, Bethesda, Maryland					
3-165A.	Introduction to the Calculus (First Half) (2)	Shaw	Tu	6:15-8:15	\$24	p. 114
3-409A.	Introduction to Determinants and Matrices (First Half) (2)	Gosnell	Th	6:10-8	\$24	p. 114

## OFFICE TECHNIQUES AND OPERATIONS

	Administrative Procedure					
1-95.	Office Aids and Basic Office Practices (non-credit)	Harlow	F	6:10-8	\$24	p. 47
4-101.	Everyday Mathematics (2)	Holts	W	6:10-8	\$24	p. 47
1-108.	Administrative Procedure (2)	Hirkey	M	6:10-8	\$24	p. 47
4-201.	Supervision (2)	Van Dersal and Associates	M	6:10-8	\$24	p. 47
1-206.	Essentials of Good Office Management (3)	Wagnleitner	W	6:10-8:40	\$36	p. 47
4-412.	Federal Fiscal Procedure (2)	Krueger	Tu	6:10-8	\$24	p. 48
1-114.	Federal Personnel Procedure (2)	Starns	Tu	6:10-8	\$24	p. 48
4-415.	Federal Purchasing Procedure (2)	Instructor to be announced	M	6:10-8	\$24	p. 48
4-416.	Federal Budgetary Procedure; Budget Formulation and Presentation (2)	Garrison	Tu	6:10-8	\$24	p. 49
4-117.	Rounds Management Procedure (2)	Luttrell and Lando	Tu	6:10-8	\$24	p. 49
4-412.	Reports and Forms Management (2)	Lewis and Rice	Th	6:10-8	\$24	p. 49
4-830.	Government Letter Writing (2)	Boyd	Th	6:10-8	\$24	p. 50
Shorthand						
1-89.	Review of Gregg Shorthand (Annuity) 60-90 Words (non-credit)	Dressel	M-W	6:10-7:30	\$36	p. 51
1-129.	Gregg Shorthand Simplified I (3)	Conant	M-Th	6:10-7:30	\$36	p. 51
4-130.	Gregg Shorthand Simplified II (3)	Brill and Vallieres	M-Th	6:10-7:30	\$36	p. 51
1-225.	Gregg Shorthand Simplified, 60-90 Words (3)	Brill and Vallieres	M-Th	7:30-8:50	\$36	p. 51
1-226.	Gregg Shorthand, 80-100 Words (3)	Walker	M-Th	6:10-7:30	\$36	p. 51

## PHYSICAL SCIENCES

	General					
5-175.	Descriptive Astronomy (2)	Thomas	Th	6:30-8:20	\$24	p. 52
5-225A.	Principles of Physical Science (First Half) (2)	Parlancher	W	7:10-9	\$24	p. 52
5-138.	Spare Science and Technology (2)	Instructor to be announced	Tu	6:10-8	\$24	p. 53
Chemistry						
5-315A.	Elementary Biochemistry (First Half) (2)	Hess	W	6:10-8	\$24	p. 53
5-349A.	Physical Chemistry (First Half) (2)	Horwitz	M	6:10-8	\$24	p. 53
Geography and Geology						
5-114.	Maps and Charts (2)	Bahn	W	6:10-8	\$24	p. 54
5-160.	Regional Geography of Asia (3)	Shrehan	W	6:10-8:40	\$36	p. 54
5-203.	General Geology (3)	Douglas	Tu	6:10-8:4		



U. S. DEPARTMENT OF AGRICULTURE

GRADUATE SCHOOL

WASHINGTON 25, D. C.

# 1959 FALL SCHEDULE OF CLASSES

